

**ARTICLE 24**  
**GENERAL PROVISIONS FOR**  
**OFF-STREET PARKING AND LOADING**

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**24-1 Legislative Intent.** Any building or other structure erected, altered, or used, and any lot used or occupied, for any of the following purposes shall be provided with the minimum off-street parking spaces as set forth in this Article, together with adequate passageways or driveways or other means of circulation and access to and from a street or way.

- When units of measurement used to determine the number of parking or loading spaces result in a fraction of a space, any fraction greater than or equal to one-half (0.5) shall require one (1) space.
- Parking and loading requirements based on gross leasable area shall include the total area for which a tenant owns or pays rents and which is designed for the tenant's occupancy and exclusive use. Common hallways, stairwells, elevator shafts, mechanical equipment rooms, and similar non-leasable floor area shall be excluded from parking or loading tabulations.
- When parking or loading requirements are based on the number of seats, and benches or pews are used, each eighteen (18) lineal inches of such seating shall be determined to equal one (1) seat. In cases where fixed seats, pews, or benches are not used, but temporary or portable seating is used, each seven (7) square feet of floor area available for temporary seating shall equal one (1) seat.
- All off-street parking and loading facilities shall be designed and constructed to provide for adequate vehicular and pedestrian circulation within the site and safe and convenient access onto adjoining streets and pedestrian walkways. Among factors to be considered are the number and location of entrances, exits, and aisles; the need for acceleration, deceleration, turning lanes, and other traffic control improvements; the general arrangement and delineation of parking and loading areas; the quality and quantity of landscaping provided; the means of access to buildings for fire fighting and emergency vehicles and personnel; and the needs of the handicapped.
- Driveway entrances shall be designed to accommodate all vehicle types having occasion to enter the site, including delivery vehicles. There shall not be more

than one (1) entrance and exit or one (1) combined entrance and exit along any street frontage, unless deemed necessary by the Planning Director, in order to alleviate traffic congestion and interference along such street.

- Off-street parking and loading areas shall be designed to prohibit the backing out of vehicles into the public right-of-way. This requirement does not apply to driveways serving single-family detached, two-family, or duplex dwellings although direct access onto arterial roadways or primary collectors is discouraged.
- All off-street parking and loading areas, including aisles and entrances, shall be paved with a durable and dust free hard surface, such as bituminous concrete or asphalt. This requirement does not apply to driveways serving single-family detached, two-family, and duplex units, unless the driveway slopes ten percent or intersects to a street with curb and gutter. Paving of parking lots within the 100 year floodplain may be waived by authorization of the Town Council.
- Curb and gutter shall be installed within off-street parking and loading areas where deemed necessary by the Town Engineer to control storm drainage, channelize traffic, protect buildings and landscaped areas, and separate pedestrian and vehicular circulation areas.
- Paved pedestrian walkways shall be provided on-site as necessary to protect pedestrians and promote the safe and efficient movement of pedestrians and vehicles. Such walkways shall have an unobstructed width of a minimum of four (4) feet.
- Parking and loading spaces shall be marked by durable painted lines or curbs extending the length of the space. Signs and/or pavement markings shall be used as necessary to ensure safe traffic operation and to identify designated handicapped parking spaces and loading spaces.

### **Residential Uses**

- Single-family dwellings: two (2) all weather parking spaces per dwelling unit, two and one-half (2.5) spaces per dwelling unit if access to the lot is from a private street, common drive, or common parking court, and, except as otherwise provided in this Ordinance, on the same lot therewith (See Section 24-2).

- Townhouses, duplexes, and two-family dwelling units: two and one-half (2.5) all weather parking spaces per dwelling unit, and, except as otherwise provided in this Ordinance, on the same lot therewith (See Section 24-2).
- Multifamily residences: one and one half (1.5) spaces per dwelling unit for efficiency units, two (2) spaces per dwelling unit for one-bedroom units, two and one-half (2.5) spaces per dwelling unit for two-bedroom units, and three (3) spaces per dwelling unit for three or more bedroom units.
- Dwellings for the elderly and handicapped: one and one-half (1.5) parking space for each four (4) dwelling units if the facility contains central dining facilities, two and one-half (2.5) spaces for each four (4) dwelling units if without central dining facilities, and one (1) space per employee, calculated for the work period containing the largest number of employees.
- Mobile Homes: two (2) spaces per unit.
- Tourist homes, Bed and Breakfasts: one (1) space for each accommodation, and one (1) space for each employee, calculated for the work period containing the largest number of employees.

### **Institutional and Community Service Uses**

- Auditorium or stadium: one (1) space per four (4) seats design capacity.
- Church or Place of Worship: one (1) space per four (4) seats design capacity of the principal place of worship; provided, however, that the number of spaces required may be provided on an off-site public or private parking lot which is accessory to another use which is not open or operating during the time of weekend and/or evening services if such parking lot is within five hundred (500) feet of the place of worship and sufficient spaces are available without charge by permission of the owners of the lot. A deed restriction, contract, easement, or some form of written assurance is required to ensure that parking remains available at the off-site location.
- Civic Club or Organization: one (1) space per three (3) members, based on maximum anticipated membership.

- Hospital: one (1) space per two (2) beds, including infants cribs and children's beds, plus one (1) space per staff physician, plus one (1) space per other employee calculated for the work period containing the largest number of employees.
- Library: one (1) space per 2.5 patrons, based on the designed occupancy load, plus one (1) space per employee calculated for the work period containing the largest number of employees.
- Medical Clinic: three (3) spaces per examination room, plus one (1) space per physician and employee.
- Medical Office: one (1) space per one hundred seventy-five (175) square feet gross leasable area.
- Nursery School or Child Care Center: one (1) space per staff member or employee plus one (1) space per one thousand (1,000) square feet gross floor area.
- Nursing Home, Rest Home, or Convalescent Home: one (1) space per four (4) beds plus one (1) space per employee calculated for the work period containing the largest number of employees.
- School, Elementary: one (1) space per twenty-five (25) classroom seats.
- School, High School: one (1) space per ten (10) classroom seats.
- School, Middle: one (1) space per fifteen (15) classroom seats.

### **Recreational Uses**

- Country Club: one (1) space per four (4) members, based on maximum anticipated membership.
- Golf Course, Public: forty (40) spaces per nine (9) holes, plus one (1) space per employee.
- Health or Fitness Club: one (1) space per two hundred (200) square feet gross leasable area.

- Swimming Pool: one (1) space per four (4) persons, based on design capacity of the pool.
- Tennis or Racquet Club: four (4) spaces per court, plus one (1) space per employee calculated for the work period containing the largest number of employees.

### **Commercial Uses**

- Animal Hospital: one (1) space per three hundred (300) square feet gross leasable area.
- Appliance Sales: one (1) space per four hundred (400) square feet gross leasable area.
- Bank or Financial Center: one (1) space per two hundred fifty (250) square feet gross leasable area.
- Bowling Alley: four (4) spaces per alley, plus additional spaces for any eating establishment.
- Business Service or Supply: one (1) space per three hundred (300) square feet gross leasable area.
- Car Wash: one (1) space per employee, plus required stacking spaces.
- Convenience Store: six (6) spaces per one thousand (1,000) square feet gross leasable area.
- Funeral Home: one (1) space per four seats, plus one (1) space per two (2) employees, plus one (1) reserved space for each hearse, ambulance, or company vehicle.
- Furniture Sales: one (1) space per four hundred (400) square feet gross leasable area.
- Hardware Sales: one (1) space per four hundred (400) square feet gross leasable area.

- Hotel or Motel: one (1) space per room, plus one (1) space for each employee calculated for the work period containing the largest number of employees, plus additional spaces for restaurants.
- Landscaping, Lumber or Building Material Sales, Retail: one (1) space per five (5) square feet gross leasable area for display area, plus one (1) space for each employee calculated for the work period containing the largest number of employees, plus one (1) space per company vehicle.
- Office, General: one (1) space per three hundred (300) square feet gross leasable area.
- Personal Services Establishments: one (1) space per two hundred (200) square feet of gross leasable area.
- Restaurants, Carry Out Only: one (1) space per seventy-five (75) square feet gross leasable area.
- Restaurants, Fast Food: one (1) space per one hundred (100) square feet gross leasable area.
- Restaurants, Sit Down: one (1) space per one hundred fifty (150) square feet gross leasable area.
- Retail Sales, General: one (1) space per two hundred (200) square feet gross leasable area for the first ten thousand (10,000) square feet, plus four (4) spaces per each additional one thousand (1,000) square feet gross leasable area, minimum five (5) spaces for each establishment.
- Service Station, Automotive: two (2) spaces per service bay, plus one (1) space per employee calculated for the work period containing the largest number of employees, plus additional spaces, as required herein, for any auxiliary uses such as convenience food and retail sales.
- Shopping Center: same as for general retail sales, plus additional spaces, as required herein, for offices, theaters, banks, personal services, and eating establishments.

- Theater, Indoor: one (1) space per three-and-one-half (3.5) seats; provided that indoor theaters located in shopping centers with more than 450 parking spaces located on shopping center property shall require one (1) space per four and one-half (4.5) seats.
- Wholesale Trade Establishment: one (1) space per one thousand (1,000) square feet gross floor area, plus one (1) space per company vehicle.
- Vehicular Sales and/or Rental: one (1) space per five hundred (500) square feet enclosed sales area, plus three (3) spaces per service bay, plus one (1) space per employee, plus one (1) space per twenty-five hundred (2,500) square feet of open sales area.
- Vehicle Service Facilities/Repair Shops: four (4) spaces per service bay, plus one (1) space per employee.

#### **Industrial, Trade, Warehouse, and Utility Uses**

- Assembly or Manufacturing uses: one (1) space for each one (1) employee for which the establishment is designed or used, whichever is greater, plus one (1) space per company vehicle.
- Building Contractors and Similar Trades and Services: one (1) space per five hundred (500) square feet gross floor area, plus one (1) space per company vehicle.
- Heavy Equipment Sales and/or Services: one (1) space per five hundred (500) square feet enclosed sales area, plus two (2) spaces per service bay, plus one (1) space per employee, plus one (1) space per twenty-five hundred (2,500) square feet of open sales area.
- Mini-Warehouse Facility: four (4) spaces per one thousand (1,000) square feet net floor area of office space, plus one (1) space per employee, plus two (2) spaces for resident manager quarters.
- Utility Facility, Major: one (1) space per employee calculated for the work period containing the largest number of employees, plus one (1) space per company vehicle domiciled on-site.

- Utility Facility, Minor: Adequate parking for the emergency maintenance of the utility facility, minimum of two (2) spaces.

### **Uses Not Specifically Covered By This Schedule**

- Residential, Commercial, Industrial, Community, and Public Facilities not directly addressed by the above schedule: the Planning Director shall determine the appropriate number of parking spaces based on a use listed above that most closely approximates the proposed use, or through information provided by the developer or owner of the proposed use, or through consultation with other communities containing uses similar to the one proposed, or through a combination of these methods.

### **24-2 Space on Same Lot**

Except as otherwise provided in this ordinance, all off-street parking space appurtenant to any residential use permitted in any R district shall be provided on the same lot with the use to which it is appurtenant. Parking for townhouses and other dwelling units approved under a cluster alternate or as part of a Planned Unit Development need not be on the same lot as the use to which they are appurtenant but shall be located in accordance with the approved site development plan. For dwelling units with enclosed garages, either attached or detached, the driveway area shall not be considered in the calculation of off-street parking spaces unless additional width is provided that permits the parking of a vehicle while still maintaining access to the garage.

### **24-3 Alternate Location by Special Use Permit**

All off-street parking space appurtenant to any use other than a residential use permitted in any R district shall be provided on the same lot with the use to which it is appurtenant except where practical difficulties prevent such location or where the public safety or the public convenience would be better served by the location thereof other than on the same lot. In such cases, the Town Council may authorize a special use permit for such alternative location of required parking space as will adequately serve the public interest, subject to the following guidelines:

- Such space shall be located on land in the same ownership as that of the land on which is located the use to which such space is appurtenant or, in the case

of cooperative provision of parking space, in the ownership of at least one of the participants in the combination.

- The entrance to such space shall be located within five hundred (500) feet walking distance of an entrance to the use that such space serves.
- Some portion of the common off-street parking area shall be within three hundred (300) feet of an entrance, regularly used by patrons into the building(s) served thereby.
- The Town Council shall refer the application of relocation parking requirements by special use permit to the Planning Commission for their review and comment.
- The applicable portions of Article 4, Section 4-7 of this Ordinance shall apply.

#### **24-4 Cooperative Parking**

Parking space required under the provisions of this Ordinance may be provided cooperatively for two (2) or more uses in a development or for two (2) or more individual uses, that will assure the permanent availability of such space, upon the issuance of a special use permit by the Town Council.

The amount of such combined space shall be equal to the sum of the amounts required for the separate uses; provided, that the Town Council may reduce the amount of space required for a church or for a meeting place of a civic, fraternal, or similar organization under the provisions of a combined parking area by reason of different hours of normal activity than those of other uses participating in the combination.

#### **24-5 Proximity to Municipal Parking Lots**

Any building or use located within three hundred (300) feet (measured along lines of public access) of an existing municipally-operated parking lot shall be exempt from the provisions of this Article.

#### **24-6 Safe and Convenient Access**

All off-street parking space and off-street loading space shall be provided with safe and convenient access to a public street. If any such space is located contiguous to a public street, the public street side thereof shall be curbed, and ingress and egress shall be provided only through driveway openings through the curb not exceeding thirty (30) feet in width and located and constructed in accordance with specifications described in the Town of Warrenton Public Facilities Manual.

#### **24-7 Design Requirements for Residential Parking Lots**

All parking areas in residential districts shall be constructed, operated, and maintained in accordance with all of the following conditions:

- Parking areas shall not be constructed within required front yards, except for single-family, two-family, and duplex dwellings.
- All parking lots shall be arranged for functional efficiency and convenience and in general shall be designed to present a pleasing appearance so as to reduce adverse impact on surrounding public or private property. All parking lots shall be landscaped in accordance with Article 26.

#### **24-8 Design Requirements for Industrial and Commercial Parking Lots**

All parking lots in industrial and commercial districts shall be operated and maintained in accordance with all of the following conditions:

- They shall not be used for the sale, repair, or dismantling of any vehicles, equipment, materials or supplies.
- They shall be properly graded for drainage; surfaced with concrete, asphaltic concrete or asphalt, and maintained in good condition free of weeds, dust, trash, or debris.
- They shall be provided with entrances and exits so located as to minimize traffic congestion and the effect of headlight glare.

- They shall be provided with wheel or bumper guards so located and arranged that no part of any parked vehicles will extend beyond the boundaries of the lot upon which the parking lot is located.
- Lighting facilities shall be so arranged that they neither unreasonably nor unnecessarily disturb occupants of adjacent residential properties, nor interfere with traffic, by either location or glare.
- All parking lots shall be landscaped in accordance with Article 26.

## **24-9 Parking Space Size**

Each off-street parking area provided shall not be less than three hundred sixty-five (365) square feet in area. The area of drives, aisles, landscaping, and such other provisions required for adequate access shall be counted as part of the three hundred sixty-five (365) square feet.

Parking areas located in parking structures or buildings shall be designed on the basis of a minimum of two hundred seventy (270) square feet per vehicle including moving and turning space.

The dimensions for each individual parking space shall not be less than one hundred sixty-two (162) square feet (18' x 9'), except for parallel parking spaces which shall be a minimum twenty-two (22) feet in length.

The following minimum dimensions shall be used in the design and construction of all parking lots:

<u>Parking Angle (Degrees)</u>	<u>Stall Width</u>	<u>Stall Depth</u>	<u>Aisle Width</u>
90	9 ft.	18 ft.	24 ft.
80	9 ft.	19 ft.	24 ft.
70	9 ft.	20 ft.	21 ft.
60	9 ft.	20 ft.	20 ft.
45	9 ft.	19 ft.	15 ft.

30

9 ft.

17 ft.

12 ft.

Parking spaces designated for compact cars can be reduced to eight (8) feet in width and fifteen (15) feet in length, except for parallel spaces which shall be nineteen (19) feet in length. Such parking spaces may comprise of up to twenty (20) per cent of the total parking spaces required, provided that they are grouped together and clearly identified through pavement markings and/or signs. Compact spaces can only be used to meet nonresidential parking requirements.

#### **24-10 Required Off-Street Loading and Unloading Space**

The adequacy of off-street loading and unloading shall be determined by the Zoning Administrator, taking the following factors/standards into consideration:

- The availability of access to an adjacent street, alley, lane, or driveway.
- The location of the facility in relation to the vehicular circulation in adjacent parking spaces.
- The nature of the establishment of which the facility is appurtenant to.
- The required schedule of loading and unloading.
- All off-street loading space shall be provided on the same lot with the use to which it is appurtenant.
- Off-street loading space shall be provided in addition to and exclusive of the parking requirement on the basis of:
  - One (1) space (three hundred (300) square feet) for each eight thousand (8000) square feet of retail gross leasable area.
  - One (1) space (three hundred (300) square feet) for each eight thousand (8000) square feet of office space.
  - One (1) space (three hundred (300) square feet) for each ten thousand (10,000) square feet of industrial floor space.

Additional loading spaces may be required based upon Planning Commission's review of the site development plan.

## **24-11 Handicapped Parking**

Parking spaces designed to accommodate the needs of the handicapped shall be required as provided herein.

- All non-residential uses where off-street parking spaces are required, as well as apartment and townhouse developments, shall be required to provide parking for handicapped persons. At least one (1) five-foot wide wheelchair access ramp or curb cut, located in close proximity to the handicapped parking space(s), is required. The ramp or curb cut shall be designed to provide access to sidewalks, walkways, or pedestrian paths serving the use.
- For uses requiring less than five (5) off-street parking spaces, at least one (1) space shall be thirteen (13) feet wide and be marked with lines to provide a parking area eight (8) feet in width and a loading area five (5) feet in width. For uses requiring more than five (5) off-street parking spaces, accessible spaces shall be identified by above-grade signs bearing the standard handicapped parking logo.
- Handicapped parking spaces shall have a minimum width of thirteen (13) feet and a minimum length of eighteen (18) feet.
- The number of required handicapped parking spaces shall be determined by the following schedule:

Total Number of	Total Number of Spaces
<u>Off-Street Parking Spaces Required</u>	<u>Accessible for Handicapped Use</u>
1 to 50	1
51 to 100	2
101 to 200	3

over 200

3,  
plus 1 for each additional  
100 spaces over 200

- All handicapped parking spaces shall be located in close proximity to building entrances and/or pedestrian walkways. If located next to curbs or steps, provisions shall be made to provide an alternative means of access to the building and/or public sidewalk.
- All handicapped parking spaces shall be clearly identified by placement of signs, a minimum of four (4) feet in height and one-and-one-half (1.5) square feet in area, with the words "Reserved Parking" and having a handicapped logo, meeting Virginia Department of Transportation specifications.
- All handicapped parking spaces shall be situated on a grade not to exceed two (2) percent.

#### **24-12 Minimum Stacking Space Requirements**

- All uses which include a drive-up window or which are characterized by patrons remaining in their vehicles to receive service shall provide on-site stacking spaces in order to alleviate traffic congestion.
- Stacking spaces shall be a minimum of ten (10) feet in width and twenty (20) feet in length.
- All stacking areas shall be separate from other vehicular and pedestrian circulation aisles and parking spaces. It is recommended that stacking lanes be separated through the use of landscaped islands bounded by concrete curbing or other durable material.
- The number of stacking spaces required shall be determined by the following schedule:
  - Restaurant, Fast Food: a minimum of ten (10) spaces as measured from the drive-thru window.
  - Car Washes: a minimum of three (3) spaces per car wash bay as measured from the bay.

- Financial Institutions: a minimum of eight (8) spaces for one (1) drive-thru window, plus four (4) spaces for each additional drive-thru window.
  
- Other Uses With Drive-Thru Windows or Similar Characteristics: for uses not provided herein, the Planning Director shall determine the appropriate number of stacking spaces based on a use listed above that most closely approximates the proposed use, or through information provided by the developer or owner of the proposed use, or through consultation with other communities containing uses similar to the one proposed, or through a combination of these methods.